



St. Peter's in the Woods Episcopal Church in Fairfax Station, VA, is seeking a part-time Lay Minister for Children and Youth.

### **The Ideal Candidate**

The ideal candidate for this role will be willing and able to proactively collaborate with church leadership to create a welcoming and engaging space for children and youth (i.e., infants through high school) and their families. This candidate is grounded in the love of Jesus Christ, has strong relational and communication skills, and is capable of building a team of volunteers whose focus is on a robust and sustainable ministry to children, youth, and their families. This position reports to the Rector and will be offered on a year-by-year basis, with an annual evaluation by the Vestry to re-examine the needs of the church.

### **Key Responsibilities**

The Lay Minister for Children and Youth will be responsible for the planning, organizing, and leading the church's ministry that nurtures the spiritual growth of children and youth and their families, including but not limited to:

- *Sunday School, Sunday mornings, Sept – June*
- *Youth Group, monthly, Sept – June: engage youth in planning curriculum, to include discipleship, fellowship, and volunteering in wider community*
- *Weeklong Vacation Bible School, late August*
- *Mission trips, retreats and travel with youth, 1-2 times/year*
- *Intergenerational activities: engaging children and youth in collaboration with other ministry areas such as Mission and Outreach and other church events. Quarterly.*
- *Children and youth activities during annual 3-day parish retreat, monthly over the summer*
- *Diocesan Episcopal Youth Events, as scheduled*
- *Acolyte and Lector Training, annually*

Create a safe haven for children and youth to interact with others, provide mutual support for each other, and explore their faith.

- *Ensure adequate supervision, in accordance with the Safe Church Standards.*



- *Guide conversations toward inclusion and values in alignment with the wider church.*
- *Assess physical environment for the specific needs of the youth and their families (high chairs, stools, changing table, etc.).*
- Engage and equip volunteers to assist in various aspects of children and youth ministry, ensuring a safe and nurturing environment for all activities.
- Build and maintain relationships with children and youth and their families, providing pastoral care and support as needed.
- Maintain and regularly update church databases, event calendars, and both internal and external communication.
  - *Close communication and collaboration with the Parish Administrator and Rector will be necessary.*

### Qualifications

- Proven experience working with children and youth in a ministry or similar setting.
- Proven experience building a volunteer team to carry out a children and youth ministry.
- Comfortable sharing their faith and engaging questions and conversations with children, youth, and families - in ministry and informal settings.
- Ability to approach the children's and youth ministry with creativity, enthusiasm, and the ability to engage and inspire young people.
- Strong organizational and leadership abilities with a demonstrated history of sound judgment.
- Completion of Diocesan Safe Church Training. Background check required.

### Specifics

- 10-15 hours per week
- Availability to work on a regular basis on Sundays, as well as some evenings and major church holidays (e.g., Christmas, Easter).
- \$20 - \$22 per hour, depending on experience

Interested candidates are invited to submit a cover letter and resume to the Rector, Rev. Susan Hartzell, [revsusanh@gmail.com](mailto:revsusanh@gmail.com)

Learn more about St. Peter's in the Woods [www.stpetersinthewoods.org](http://www.stpetersinthewoods.org)